

Service Coordination Board (SCB) Meeting Summary

Date: 17 April 2013

Members in attendance:

	Member	In Attendance
AES	John Maclean	
	Geoff Pile	√
ASD	Michael Borland	√
	Ali Nassiri	
XSD	Mark Beno	√
	Chris Jacobsen	
	Jonathan Lang	√
Upgrade Project	Tom Fornek	√
	Mohan Ramanathan	

Secretary: D. Ferguson

Also in attendance: S. Davey, R. Torres, B. Rusthoven, P. Den Hartog

Agenda

Review of minutes

Review of Open Action Items

Project Report Summary Discussion

Project Reconciliation Discrepancies

Hiring Updates

New Business

Meeting Summary

The meeting minutes from 06 March 2013 were not discussed. Open action items from 06 March 2013 were not discussed. The open action items will be queried for status. All action items involving C. Benson will have J. Haljiti included until further notice. This has resulted in modifications to existing items. B. Rusthoven and P. Den Hartog provided hiring plans and updates. There was no new business. R. Torres provided an update on the APS Project Report Summary. This report can be accessed through the following links

Permanent URL to the newest https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1432632 released revision: [432632](https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1432632)

Web Location: https://icmsdocs.aps.anl.gov/docs/groups/aps/@apsshare/@computersystems/documents/list/aps_1432632.pdf

Native File: [Project Report Summary - Jan 2013 \(APS_1432632\).xlsx](#)

New Action Items

1. Review and Update Open Action Items from 06 March 2013 Meeting [Ferguson] – Closed
2. Process review for ticketing vs. project definitions [SCB members]-Open
3. AES to examine Safety Interlocks (SI) workload and communicate to XSD and ASD the ability to complete identified items [Pile]-Open
4. Provide list of SI items needed to G. Pile [Beno, Fornek & Lang] – Open
5. Request effort discrepancy information for Project 1454 from Kurt Pressner [Ferguson] – Open
6. Request update for Project 431 from Y. Ivanyushenkov [Borland] - Open

Open Action Items

1. Action Item: Request J. Haljiti to provide detail on XSD provisionally approved project 1097 [Davey delegated to Torres] –Open
2. Send ASD Project list to Borland for review [Davey] – Open
3. Send email regarding project updates for ASD projects that will not be completed [Davey] –Open
4. Discussion with D. Lichty regarding Green Sheet effort [Borland] – Open

Agenda Topic Review of Minutes from 06 March 2013 SCB meeting

The minutes from the 06 March 2013 SCB Meeting were not discussed due to time constraints. D. Ferguson to request updates from identified action item designee.

Agenda Topic Review of Open Action Items

Review of Open Actions items did not occur due to time constraints.

Agenda Topic Review Project Report Summary Discussion

R. Torres provided an update on the APS Project Report Summary. Safety Interlocks (SI) effort allocation was discussed due to the number of projects needing their involvement. The Upgrade, XSD and ASD are to provide a list of items to address to AES, who will then evaluate for resource loading. Any items which AES will not be able to perform with current resources may be discussed at a future date.

Project Number	Discussion
1453	Move to approved after discussion
1454	Discussion of effort discrepancies
1156	Move to approved after discussion
431	Move to approved after discussion.
543	Funding in place. Distribute to GL for effort/resource approval
547	Distribute to GL for effort/resource approval

Agenda Topic Reconciliation Discrepancies

Reconciliation Discrepancies were not discussed at this meeting due to time constraints.

Agenda Topic Hiring Updates

B. Rusthoven gave a Design and Drafting (DD) Staffing Allocation presentation, attached. Staffing levels are being augmented by a third party vendor. The DD group is not currently staffed to meet SCB approved project deadlines. The majority of the team has less than 5 years' experience at Argonne National Laboratory. The engineering drawing release process was discussed.

P. Den Hartog gave a Mechanical Engineering and Design (MED) Staffing Allocation presentation, attached. XSD search team participation input has been reasonable. However, consistent attendance has been sporadic. There seems to be discrepancies involving tickets to do smaller jobs and projects. Clarification and enforcement are needed to resolve this issue. Currently when effort over runs estimates or there is a change in scope, engineers keep working. This affects other projects ability to staff appropriately.

New Business

There was no new business brought up for discussion.

Next Meeting: May 01, 2013, 401/B4100, 11:15